

Undocumented Residents Identification Checklist



General Information

- All documents must be **unaltered certified originals, certified amended originals, or true copies certified by the issuing agency**. Photocopies, notarized documents, and online printouts are not accepted.
- If you are transferring driving privilege, you must also provide your driver license (valid or expired less than one year) or a motor vehicle report from your previous state/U.S. territory (dated within 30 days and showing a license that is valid or expired less than one year).
- Undocumented residents **MUST** make an appointment. Call 303-205-2335 or go to mydmv.colorado.gov to schedule an appointment.
- Undocumented residents will receive a document bearing the phrase: "Not valid for federal identification, voting, or public benefit purposes."

STEP 1 – Identity

Bring **one** of the following:

- ☐ Foreign passport ☐ Consular identification card ☐ Military identification document
☐ Colorado driver license/instruction permit/ID card (for renewal only)

Document must contain your full legal name, your date of birth, the date of issuance, the name of the country that issued the document, and a full facial photograph. Document must be unexpired or expired less than 10 years.

STEP 2 – Taxpayer Identification Number or Social Security Number

Bring **one** of the following:

For Individual Taxpayer Identification Number

- ☐ ITIN card (not laminated)
☐ Letter from the Internal Revenue Service
☐ Certified state tax return

Document must show your name and full Individual Taxpayer Identification Number.

- OR -

For Social Security Number

- ☐ Social Security card (not laminated)
☐ W-2 form
☐ 1099 form
☐ Pay stub

Document must show your name and full Social Security Number.

STEP 3 - Colorado Residency

Bring **one** of the following:

- ☐ Proof of Colorado income tax return filing for the immediately preceding year (DR 0104)

Document must contain a Department of Revenue certification stamp and signature.

- OR -

- ☐ Documents demonstrating Colorado residency for each of the following date ranges:

- ☐ Current residency (0-12 months)
☐ Residency from 1 year prior (13-23 months)
☐ Residency from 2 years prior (24-30 months)

See Step 4 for examples of accepted documents. Documents must include your name and a Colorado residential address (not P.O. Box) - including street address, city, state, and ZIP. Handwritten and electronic documents are not accepted.

STEP 4 – Residential Address

Bring **one** of the following:

- ☐ First class mail (with dated postmark) ☐ Phone bill ☐ Utility bill (with service address)
☐ Credit card statement ☐ Bank statement ☐ Lease agreement/mortgage statement
☐ Insurance policy ☐ Pay stub ☐ Vehicle registration/title
☐ Rent receipt (not handwritten) ☐ CO driver license/instruction permit/ID card (with current address)

*Document must show your name and current Colorado residential (not P.O. Box) address - including street address, city, and state. Document must be dated within **1 year**. Electronic documents are accepted for proof of residential address.*

TRANSLATION / INTERPRETERS

If you need translation assistance to complete your application, please bring a friend or family member to assist you.

ORGAN, EYE & TISSUE DONATION

You will be asked about organ, eye and tissue donation during your application. Please consider your choice in advance.